



## ***JOB POSTING***

### **General Building and Parks Maintenance –Seasonal**

**Department:** Parks

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**Reports To:** Director of Maintenance

**Content Revision Date:**  
2/28/12

**FLSA:** Non-Exempt

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**Position Responsibilities (include but are not limited to the following):**

- Responsible for maintenance operations at City Parks and Facilities
- Collects and removes trash from City Parks and Facilities
- Operates trash compactor
- Places flowers into the downtown planter boxes
- Maintains the grass at City Parks and Facilities
- Plants and maintains new trees at City Parks and Facilities
- Maintains landscaping at City parks and around City Facilities
- Delivers and removes picnic tables from City Parks and special events
- Identifies and reports all maintenance problems to the Director of Maintenance

**Knowledge, Skills, and Abilities Required:**

- Considerable ability to work well with others
- Working ability to solve technical problems

**Minimum Qualifications:**

- High School diploma or equivalent

**Education/Training:**

- Minimum 2 years maintenance training or experience.

**Working Conditions:**

- Indoor and outdoor environments, including extreme heat and extreme cold

**Physical Requirements:**

- Finger dexterity required to manipulate objects
- Ability to see within normal parameters
- Ability to hear within normal range
- Carrying weight up to 75lbs
- Manual dexterity in hands and legs to use tools, bend and stretch

*Internal Candidates* must complete and submit a Job Interest Form, attaching a current resume, to the Human Resources Department. Job Interest Forms are available for download on the City's Intranet site under HR section/Forms & Resources or you may contact HR at 244-2324.

**How To Apply:** Applications/Resumes and professional references will be accepted in person or by mail, fax or email your resume to:

City of Terre Haute

Human Resources

17 Harding Ave

Terre Haute, IN 47807

Confidential Fax: 812-244-2302 Email: [george.henley@terrehaute.in.gov](mailto:george.henley@terrehaute.in.gov)

*Applications will be accepted until the position is filled.*